



WHAT'S HOT and what's not

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EASYHEAT

Warm Tiles Floor Warming System

We are an authorized stocking distributor for [EasyHeat, Inc.](http://www.EasyHeat.com)

Warm Tiles®



Product

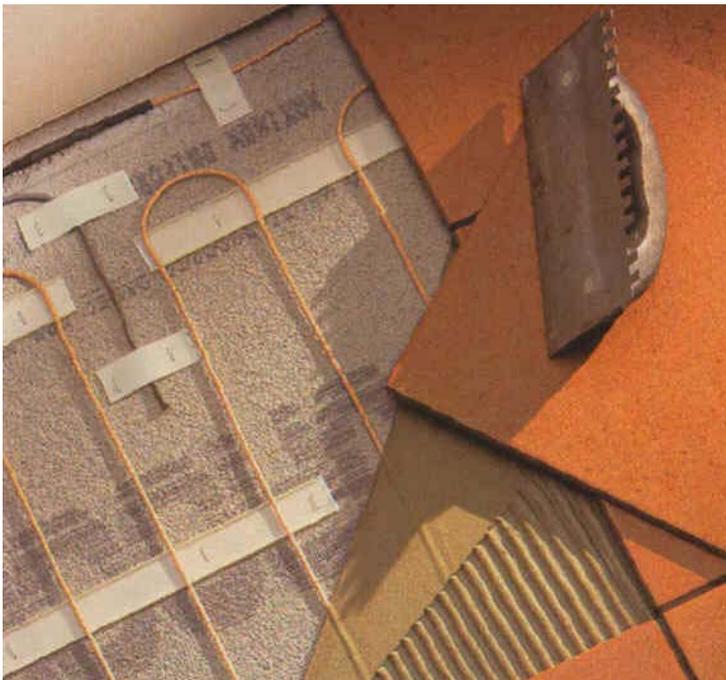


UL Listed



CSA Certified

Ceramic, slate and marble floors are attractive and durable alternatives to wood, carpet or vinyl floors. Unfortunately these floors can be cold, even at room temperature. Warm Tiles® electric floor warming systems by EASYHEAT make cold floors pleasantly warm. The Warm Tiles electric floor warming system has been designed to gently warm flooring materials such as marble, ceramic and porcelain tile, slate, granite and poured or dimensional stone. Suitable for new construction or remodeling, the Warm Tiles system radiates gentle warmth through a network of low profile cables. The cable is placed in the mortar just below the tiles, never compromising tile installation.

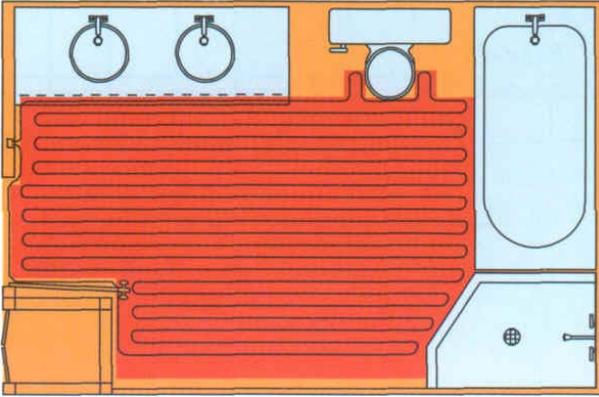


Warm Tiles fits in any room: bathrooms, kitchens, nurseries, living rooms-wherever you want tile floors. Operating on ordinary current, Warm Tiles comfort costs less than one cent per square foot per day when cables are installed together with the specially designed Warm Tiles thermostat. EASYHEAT offers all materials needed for a complete Warm Tiles electric floor warming system.



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Calculate total square footage of the area to be warmed. Do not include areas under, cabinets, etc. or inaccessible areas.



Although installing a Warm Tiles system is an easy task, we recommend using a knowledgeable installer. Installation involves locating the outlet box in the wall directly above area to be warmed and bringing appropriate power feed to the box. Determining the correct placement and spacing of cable attachment strapping, and attaching the strapping to the floor. Weaving the WarmTiles® cable to cover the area, snapping it into the strapping notches to maintain proper spacing. Installing flooring over the WarmTiles® cabling. Installing the thermostat, including floor sensor previously installed with WarmTiles® cable, and energizing the circuit.



Thermostat: FTS Controller

- Manual operation or 7-day/5-2 programming options
- FTS thermostats fit standard electrical boxes.
- Installation tools included
- Preprogrammed for easy set up
- Built-in ground fault protection
- Optional decorator door
- UL Listed

Get the best results from your electric floor warming system with Easy Heat's Warm Tiles® FTS thermostats. Attractive and suitable for any décor, they provide comfort, control and years of trouble free service. Specially engineered controls available in 120 VAC (FTS-1) or 240 VAC (FTS-2), designed with a Warm Tiles system in mind. Embedded in the mortar just below your tiles, the floor sensor monitors actual floor temperature for accurate comfort control. Each model features comfort-level programming options as well as a simple OFF-position selector switch. While the thermostat can operate in a traditional fashion, you may choose the pre-programmed set-back mode to reduce energy usage and costs by as much as 50%. Built-in ground fault protection helps confirm the safe operation of your floor warming system.



For more information on this product: www.HeatersPlus.com/warmtile.htm

Job Descriptions

Knowing Who You Are And What You Are Expected To Do

If you are like us, creating an Organizational Chart or revising an outdated one, helps to see your business from a new prospective. Doing this process may have caused some changes to be made in your company's structure and personnel. Even the most well organized company needs to review their Chart every few years just to keep on top of changes that have taken place and changes that need to take place.

Once you've done your Chart, the next step to truly understanding the structure of your company, is to do Job Descriptions for each managerial or supervisory position. If you are thinking that this is a huge task, you are right. But you don't have to do it alone. A great place to start is to have each of the employees write what they believe is their Job Description. You may come up with some surprises right away with this approach. The next step is for you and your employee to agree on the job description. You are not finished until you can compare all of your job descriptions, making sure that all jobs are covered, and that there is no duplication of effort.

The Job Description should start out with the employees name, their position or title, and the date it was written. They should be reviewed a minimum of at least every three years. After this, write down who this employee covers for, and under that, who covers for him/her. Your company will function much smoother if every job has a back up person, trained to handle that task if something should happen to the primary person. Writing and comparing Job Descriptions shows right away if a task is not covered. They can also show, at a glance, if the work is distributed evenly, where more help is needed or any area where concentration is too heavy. Sometimes this is obvious just by the length of the Description. Don't limit yourself to putting down exactly the way things are. Use this opportunity to reassign tasks, and train people in new areas, especially in back-up positions.

Job Descriptions can help your company in a variety of ways, but most important is that each employee understands exactly what they were hired to do and what is expected of them. Some employers have a fear that writing Job Descriptions will cause employees to limit what they do exactly to that list. If that should happen it would help the employer to be aware of an unhealthy attitude and work ethic in an employee. It should always be discussed, with the employee, that a Job Description, however detailed, is not definitive of any one's position. There is always room for growth, training, and the opportunity for each employee to make themselves more valuable to the company.

As a final step, give each employee a copy of all the Job Descriptions. Ask them to look them over and write down any questions, concerns, suggestions, if any tasks are missing or if any should be added. The best Job Descriptions are those that are completely understood by the entire staff, are not forced on them in any way, and that the employees involved have had an active part in creating. Job performances will improve and the added cooperation in working together will create a positive and efficient synergy needed for a successful company.

A Sample Job Description:

Name: Terry Beasecker

Position: Marketing Manager, E-Commerce, Purchasing and Management

Covers for: Phil, Val, Art, Norm

Backed up by: Jay, Mark

Primary Responsibilities:

1. Purchasing
2. Long range planning coordinator for Mor Electric and Infrared Internationale
3. Marketing plan coordinator
4. Update business and marketing plans
5. Marketing and advertising for Mor Electric and Infrared Internationale
6. Coordinate monthly meetings
7. Social function coordinator
8. Document maintenance (copyright, internet certificates, etc.)
9. Vendor relationship management
10. Website design, marketing and update
11. Computer support
12. Standard pricing maintenance

What is the office cat Midnight up to this month?



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